

FEE FOR SITE PLAN REVIEW:	<input type="checkbox"/> \$150.00 PLUS THE GREATER OF	<input type="checkbox"/> \$50/ADDITIONAL USE OF UNIT; OR		<input type="checkbox"/> \$5.00/100 SQ FT OF GROSS FLOOR AREA		Amount Paid: \$ _____ Date: _____			
		<input type="checkbox"/> \$0.50/LINEAR FOOT OF ADDITIONAL DOCK, SLIP & FLOAT; OR		<input type="checkbox"/> \$20.00/ADDITIONAL UNIT INTENDED TO PROVIDE OVERNIGHT SLEEPING ACCOMODATIONS					
PROPERTY DESCRIPTION	Parcel ID	Map		Lot		Zoning District		Total Land Area	
	Physical Address								
PROPERTY OWNER'S INFORMATION	Name				Mailing Address				
	Phone								
	Fax								
	Email								
APPLICANT'S AGENT INFORMATION	Name				Name of Business				
	Phone				Mailing Address				
	Fax								
	Email								
PROJECT DESCRIPTION	Project Name:								
	Existing Use:								
	Proposed Amendment Please describe how the approved plan is to be amended. State any known areas of non-compliance to the ordinance and how this amendment will decrease or remove non-compliance, if applicable.								

Minimal Plan Requirements

☐ 14 COPIES OF THE APPROVED SITE PLAN

☐ 14 COPIES OF THE AMENDED SITE PLAN

PRIOR TO COMMENCEMENT OF THE REVIEW PROCESS, THE PLANNING BOARD WILL DECIDE WHETHER SUFFICIENT INFORMATION HAS BEEN PROVIDED AND WILL VOTE ON **DETERMINE OF COMPLETENESS.**

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PRESENT A **CLEAR UNDERSTANDING OF THE AMENDMENT.**

- A) Paper size:
☐ No less than 11" X 17" (reduced) or greater than 24" X 36" (full)
- B) Scale size:
☐ Under 10 acres: no greater than 1" = 30'
☐ 10 + acres: 1" = 50'
- C) Title block:
☐ Applicant's name and address
☐ Name of preparer of plans with professional information and professional seal
☐ Parcel's tax map identification (map – lot)
☐ Date of plan preparation
- D) Clearly show how the approved plan will be amended.
- E) Provide signature blocks for amended approval.
- F) Provide all associated reference material and or documentation that clarifies and or supports the purpose of the proposed amendment.
- G) Revisions to the boundary, internal lots and or parcels must be signed and sealed by a surveyor licensed in the State of Maine.
- H) Revisions to the proposed site must be signed and sealed by a professional engineer licensed in the State of Maine.

NOTE TO APPLICANT: PRIOR TO THE SITE WALK, TEMPORARY MARKERS MUST BE ADEQUATELY PLACED THAT ENABLE THE PLANNING BOARD TO READILY LOCATE AND APPRAISE THE LAYOUT OF DEVELOPMENT.

SUBMITTALS THAT THE PLANNER DEEMS SUFFICIENTLY LACKING IN CONTENT WILL NOT BE SCHEDULED FOR PLANNING BOARD REVIEW.